



9PB3501- 6911- Telecommunications Technician
9PB3502- 6910- Senior Telecommunications Technician
Series Code: PB359

Department: California Governor's Office of Emergency Services
Opening Date: 12/21/2009
Final Filing Date: Continuous
Type of Examination: Departmental Open

EEO

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right of family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

DRUG-FREE STATEMENT

It is an objective of the State of California to achieve a drug-free State work place. Any applicant for State employment will be expected to behave in accordance with this objective, because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

WHO SHOULD APPLY?

All applicants must meet the license/certificate, education, and experience requirements as stated in the Minimum Qualifications prior to taking this Training and Experience Evaluation examination.

Once you have taken the Training and Experience Evaluation, you may not retake it for three (3) months.

FILING INSTRUCTIONS

Final Filing Date: Continuous

Where to Apply: Click the link at the bottom of this bulletin.

SPECIAL TESTING ARRANGEMENTS

If you have a disability and need special assistance or special testing arrangements, contact:

California Department of Human Resources
Examination and Selection Services Section
1-866-844-8671
California Relay Service (7-1-1)
Telecommunications Device for the Deaf (TTY) (916) 654-6336

TTY is a telecommunications device that is reachable only from phones equipped with a TTY device.

SALARY INFORMATION

Monthly Base Salary Range:
Telecommunications Technician \$4,642 - \$5,621
Senior Telecommunications Technician \$4,868 - \$6,180

ELIGIBLE LIST INFORMATION

A departmental open eligible list will be established for the California Governor's Office of Emergency Services. The names of successful competitors will be merged onto the eligible list in order of final score regardless of test date. Eligibility expires twelve (12) months after it is established. Competitors must then retake the Training and Experience Evaluation to reestablish eligibility.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

NOTE: All applicants must meet the education and/or experience requirements as stated on this examination bulletin as of the date the test is taken.

"STOP"

If you do not have one of the OFFICIAL certificates or licenses listed do not proceed with this examination until you do have the OFFICIAL certificate or license. (Note: the documentation received stating proof of passing is not the official certificate). Please contact California Governor's Office of Emergency Services with any questions regarding the appropriate license at this # (916) 845-8321.

MINIMUM QUALIFICATIONS

ALL LEVELS:

All levels require possession of at least **ONE valid certificate or license** certified by the Department of General Services, Telecommunications Division, and industry accepted, qualifying the person to perform transmitter installation, operation, maintenance, and repair duties. Those certificates and licenses currently certified by the Telecommunications Division for meeting this qualification are:

1. FCC General Radiotelephone Operator License.
2. FCC 1st Class or 2nd Class Radiotelegraph Operator's Certificate.
3. NABER Two-Way Radio Technician Certificate.
4. APCO Two-Way Radio Technician Certificate.
5. NARTE Technician or Engineer Certificate with Applicable Job Specifications

Endorsement(s).

6. DGS, Telecommunications Division, Technician Certification Program.

AND

Education: Completion of a two-year technical curriculum in electronic technology at the community college level or equivalent. (Work experience in the field of electronic technology may be substituted for the required education on the basis of one year of experience being equivalent to one year of college.)

AND

Possession of a valid California driver's license of the appropriate class issued by the Department of Motor Vehicles. Applicants who do not possess the license will be admitted to the examination, but must secure the license prior to appointment.

TELECOMMUNICATIONS TECHNICIAN

EITHER I

One year of experience in the California state service performing the duties of a Telecommunications Technician Trainee.

OR II

Two years of experience within the last five years in maintaining, repairing, modifying or testing electronic telecommunications equipment, one year of which must have been with VHF, UHF or microwave lightwave telecommunications equipment. (Experience in California state service applied toward this pattern must include one year of experience performing the duties of a class comparable in level of responsibility to that of Telecommunications Technician Trainee.)

SENIOR TELECOMMUNICATIONS TECHNICIAN

EITHER I

One year of experience in the California state service performing the duties of a Telecommunications Technician.

OR II

Three years of experience within the last five years in maintaining, repairing, modifying, and testing electronic telecommunications equipment, at least two years of which shall have been with VHF, UHF or microwave lightwave telecommunications equipment. (Experience in California state service applied toward this pattern must include one year experience performing the duties of a class comparable in level of responsibility to that of Telecommunications Technician.)

POSITION DESCRIPTION

Definition of Series

The performance of duties of positions in this series requires technical but nonprofessional

engineering knowledge of electronics and ability to apply this knowledge to the construction, installation, maintenance, modification, and repair of analog and digital telecommunications equipment such as VHF and UHF radio equipment (mobile units, base stations, relay stations, portable and hand carried units), microwave, lightwave, information switching and carrier systems, closed circuit television systems, telemetry systems, intercom systems, radio control equipment, power supplies, antennas, masts, and related equipment and various electronic measuring and testing devices.

Definition of Levels

Telecommunications Technician

This is the full journey person level. Incumbents interpret the laws, rules and regulations of the Federal Communications Commission relating to radio and microwave; they use precision instruments for measuring radio frequencies, power, deviation, modulation and other data required by the Federal Communications Commission and diagnose and repair the most complex problems connected with a wide range of electronic equipment; they may instruct others in operating, repairing, maintaining, constructing and installing telecommunications systems.

Senior Telecommunications Technician

Incumbents are responsible for telecommunications equipment and networks within an assigned geographic shop area or microwave area including lead responsibility over one or more technicians when assigned, and may also act for the area supervisor in his/her absence in scheduling the work requirements of the shop, coordinating the activities with client agencies, leading the work of subordinate technicians when assigned, and providing technical instruction to lower level technicians.

EXAMINATION INFORMATION

TRAINING AND EXPERIENCE EVALUATION – Weighted 100%

The examination will consist solely of a Training and Experience Evaluation. To obtain a position on the eligible list, a minimum score of 70% must be received. An applicant will receive his/her score upon completion of the Training and Experience Evaluation process.

[Click here to preview the Training and Experience Evaluation.](#)

KNOWLEDGE AND ABILITIES

TELECOMMUNICATIONS TECHNICIAN

Knowledge of:

1. Basic theory of radio communications and electronics.
2. Communications mathematics.
3. Safety procedures applicable to handling electrical energy and electromagnetic wave propagation.
4. Laws, rules and regulations of the Federal Communications Commission relating to radio and microwave in the public safety service.
5. Microwave and complex multiplex carrier equipment, lightwave, information switching and

carrier systems, telephone, automatic switchboards, radio control equipment, and closed circuit television systems.

Ability to:

1. Learn and develop the knowledge and abilities required for the journey person class.
2. Interpret the laws, rules and regulations of the Federal Communications Commission relating to radio and microwave in the public safety service.
3. Use precision instruments for measuring radio frequencies, deviation, modulation, and other data required by Federal Communications Commission.
4. Perform tests on equipment and complex electronic circuitry.
5. Instruct others in operating, repairing, maintaining, constructing, and installing telecommunications equipment.
6. Speak clearly and concisely.
7. Analyze situations accurately and take effective action.
8. Carry out written and oral directions.
9. Demonstrate skill in modifying, maintaining, repairing, constructing and installing various types of telecommunications equipment.

SENIOR TELECOMMUNICATIONS TECHNICIAN

Knowledge of:

1. Basic theory of radio communications and electronics.
2. Communications mathematics.
3. Safety procedures applicable to handling electrical energy and electromagnetic wave propagation.
4. Laws, rules and regulations of the Federal Communications Commission relating to radio and microwave in the public safety service.
5. Microwave and complex multiplex carrier equipment, lightwave, information switching and carrier systems, telephone, automatic switchboards, radio control equipment, and closed circuit television systems.
6. Principles of training.

Ability to:

1. Learn and develop the knowledge and abilities required for the journey person class.
2. Interpret the laws, rules and regulations of the Federal Communications Commission relating to radio and microwave in the public safety service.
3. Use precision instruments for measuring radio frequencies, deviation, modulation, and other data required by Federal Communications Commission.
4. Perform tests on equipment and complex electronic circuitry.
5. Instruct others in operating, repairing, maintaining, constructing, and installing telecommunications equipment.
6. Speak clearly and concisely.
7. Analyze situations accurately and take effective action.
8. Carry out written and oral directions.
9. Demonstrate skill in modifying, maintaining, repairing, constructing and installing various types of telecommunications equipment.
10. Lead and train technicians.

11. Keep records or schematics and make reports of work proposed, in process, or completed.
12. Read plans, clarify work requests and any unusual work needs.
13. Work cooperatively with persons contacted in the course of the work.

VETERANS' PREFERENCE

Veterans' Preference will be granted in this examination. Effective January 1, 2014, in accordance with Government Code 18973.1 and 18973.5, whenever any veteran, widow or widower of a veteran, or spouse of 100 percent disabled veteran achieves a passing score on an open examination, he or she shall be ranked in the top rank of the resulting eligibility list. This section shall not apply to any veteran who has been dishonorably discharged or released.

CAREER CREDITS

Career Credits **will not** be added to the final score for this exam, because it does not meet the requirements to qualify for Career Credits.

SPECIAL PERSONAL CHARACTERISTICS

All Levels

Willingness to relocate for purposes of training and permanent assignment.

Willingness to work at night or on weekends and to be available in case of emergency; willingness to stay abreast of current technological changes in the field of telecommunications and electronics.

Willingness to perform work, after safety training, on antenna structures and towers for purposes of maintenance, construction, installation and modification of VHF, UHF and SHF (microwave) antenna systems and their components.

Ability to frequently lift and carry by hand, unassisted, items of equipment weighing up to fifty pounds. With appropriate physical and mechanical aid, assist others in lifting and carrying objects weighing more than fifty pounds.

CONTACT INFORMATION

If you have any questions concerning this examination bulletin, please contact

California Governor's Office of Emergency Services
Human Resources
Christina Harris
3650 Schriever Avenue
Mather, CA 95655

E-mail: Examinations@caloes.ca.gov , or Telephone: (916) 845-8321
CA Relay Service: (7-1-1)
Telecommunications Device for the Deaf (TTY) (916) 654-6336

TTY is a telecommunications device that is reachable only from phones equipped with a TTY device.

GENERAL INFORMATION

For an examination with a written feature, it is the candidate's responsibility to contact the testing department three weeks after the Final Filing Date if he/she has not received his/her notice.

If a candidate's notice of written test fails to reach him/her 3 days prior to their scheduled appointment., he/she must contact CalHR at 1-866-844-8671.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. However, locations may be limited or extended as conditions warrant.

Applications are available at www.jobs.ca.gov and local offices of the Employment Development Department.

If you meet the requirements stated on this examination bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described on this bulletin will be rated against a predetermined job-related rating, and all candidates who pass will be ranked according to their scores.

The California Department of Human Resources reserves the right to revise the examination plan to better meet the needs of the service, should the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules, and all competitors will be notified.

Candidates needing special testing arrangements due to a disability must mark the appropriate box on the application and contact the testing department.

Hiring Interview Scope: In a hiring interview, in addition to the scope described in this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight may be given to the breadth and recency of pertinent experience, and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs; his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development. For more information, you may refer to the [Telecommunications Technician Series classification specification](#).

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, the ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history, and fingerprinting may be required.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service-wide promotional, 5) departmental open, and 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on the bulletin.

Veterans' Preference: Effective January 1, 2014, in accordance with Government Codes 18973.1 and 18973.5, Veterans' Preference will be awarded as follows: 1) Any veteran, widow or widower of a veteran, or spouse of a 100 percent disabled veteran, who achieves a passing score in an entrance examination, shall be ranked in the top rank of the resulting eligibility list. Any veteran who has been dishonorably discharged or released is not eligible for Veterans' Preference. 2) An entrance examination is defined, under the law, as any open competitive examination. And 3) Veterans' Preference is not granted once a person achieves permanent civil service status.

Veteran status is verified by the California Department of Human Resources (CalHR). Directions to apply for Veterans' Preference are on the Veterans' Preference Application (Std. Form 1093), which is available at <https://jobs.ca.gov/Public/Job/Veterans.aspx>, and the Department of Veterans Affairs.

Revision Date: 3/25/16

TAKING THE EXAM

When you click the link below, you will be directed to the Training and Experience Evaluation. At the end of the Training and Experience Evaluation, it will be instantly scored.

“STOP”

If you do not have one of the OFFICIAL certificates or licenses listed in the “minimum qualifications” section of this examination bulletin do not proceed with this examination until you do have the OFFICIAL certificate or license. (Note: the documentation received stating proof of passing is not the official certificate). Please contact California Governor's Office of Emergency Services with any questions regarding the appropriate license at this # (916) 845-8321.

[Click here to go to the Training and Experience Evaluation.](#)